

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

E-Mail [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

### WEEKLY MEETING SCHEDULE June 1-5, 2009

#### MONDAY, JUNE 1, 2009

- |             |                     |   |
|-------------|---------------------|---|
| * 4:30 p.m. | Board of Adjustment | Rm 391-Northern Bldg.<br>305 E. Walnut Street |
|-------------|---------------------|---|

#### TUESDAY, JUNE 2, 2009

#### WEDNESDAY, JUNE 3, 2009

- |             |                           |   |
|-------------|---------------------------|---|
| * 5:00 p.m. | Public Safety Committee   | Room 200-Northern Bldg.<br>305 E. Walnut Street |
| * 5:30 p.m. | Planning Commission Board | Pamperin Park Dance Hall<br>2477 Shawano Avenue |

#### THURSDAY, JUNE 4, 2009

- |             |                                  |   |
|-------------|----------------------------------|---|
| * 5:45 p.m. | Education & Recreation Committee | Neville Public Museum<br>210 Museum Place |
|             | ** Tour @ 5:15p.m.               |   |

#### FRIDAY, JUNE 5, 2009

(No Meetings)

#### **\*Agendas Enclosed**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

**"PUBLIC NOTICE OF MEETING"**

**PURSUANT TO SECTION 19.84 WIS. STATS., NOTICE IS HEREBY GIVEN TO  
THE PUBLIC THAT THE FOLLOWING MEETINGS WILL BE HELD THE WEEK  
OF JUNE 1 - 5, 2009.**

## **PUBLIC NOTICE**

Notice is hereby given that a public hearing will be held before the Board of Adjustment created under and by virtue of the Brown County Shorelands and Wetlands Ordinance, Private Sewage System Ordinance, and the Floodplains Ordinance in Room 391, 3<sup>rd</sup> floor of the Northern Building, 305 E. Walnut St., Green Bay, on the 1<sup>st</sup> day of June, 2009, at 4:30 p.m. on an appeal taken by Arla Foods Production LLC denying their request for a parking area 21 feet from the ordinary high-water mark (OHWM) of Plum Creek. This project is located at 489 CTH CE in the Town of Holland, tax parcel HL-173-1.

An appeal taken by Michael DeCleene denying his request to not use the best available data for the slab elevation of an attached garage to a residential structure. This project is located at 3641 Point Lane in the Town of Scott, tax parcel SC-1601-16.

Any person wishing to attend who, because of disability requires special accommodation, should contact the Brown County Zoning Office at 448-6480 by 4:30 p.m. on May 29, 2009, so that arrangements can be made.

Dated this 23<sup>rd</sup> and 24<sup>th</sup> day of May, 2009.

Brown County Board of Adjustment  
Allan Duchateau  
Charles Karnopp  
Bill Ullmer  
Richard Huxford-Alternate

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### PUBLIC SAFETY COMMITTEE

Andy Nicholson, Chair  
Tom De Wane, Vice Chair  
Carole Andrews, Bill Clancy, Andy Williams

### PUBLIC SAFETY COMMITTEE

Wednesday, June 3, 2009

Approximately 5:00 p.m.

Room 200, Northern Building  
305 E. Walnut Street

- I. Call meeting to order.
  - II. Approve/modify agenda.
  - III. Approve/modify minutes of May 6, 2009.
1. Review minutes and reports of:
    - a. Criminal Justice Coordinating Board (4/28/09).

### Communications

2. Communication from Supervisor Knier re: Ask Sheriff to review trespassing issues on private property adjacent to Fonferek Park (referred from May County Board).
3. Communication from Supervisor Clancy re: To have the Public Safety Committee and the Facility Master Plan Committee to explore the feasibility of requesting bids for 24,000 sq. ft. building and a 48,000 sq. ft. building to be located on the County Property at the Mental Health Site. This should have the following specs: 6" concrete floor with in-floor heating; 16 ft. side walls and fully insulated. That would give us a basic cost to house all Sheriff, Drug, Emergency Bomb Squad & Impound vehicles (referred from May County Board).
4. Communication from Supervisor Williams re: To review the policies and procedures of the Clerk of Courts Office relating to employees in the Office (referred from May County Board).

### Teen Court

5. Teen Court Stats.

### Public Safety Communications

6. Budget Status Financial Report for April 30, 2009.
7. Commuting in Emergency Management Vehicle.
8. FoxComm Agreement (held from previous meeting with the motion: To hold for one month and instruct Public Safety Communications Director, Jim Nickel, to review the agreement with Board Attorney Fred Mohr and to bring it back at the earliest possible date).
9. Director's report.

**District Attorney**

10. Monthly drug criminal complaint numbers (standing item).

**Sheriff**

11. Key Factor Report for June.  
12. Budget Status Financial Report for April 30, 2009.  
13. Request for Budget Transfer (#09-34): Increase in Expenditures with Offsetting Increase in Revenue: Increase expenditures for wages and fringes for an additional DEO officer for the Village of Suamico for May through December 2009. The Village will add the cost to their 2009 police services contract resulting in offsetting revenue. This position was already approved in a resolution in March, 2009.  
14. Grant Application Review (#09-25): Crime Prevention Grant.  
15. Sheriff's report.

**Circuit Courts** Budget Status Financial Report for April 30, 2009.

**Clerk of Courts** No agenda items.

**Medical Examiner** Budget Status Financial Report for April 30, 2009.

**Other**

16. Audit of bills.  
17. Such other matters as authorized by law.

Andy Nicholson, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Word97/agendas/pubsaf/June3\_2009.doc

***Please note location and time of meeting.***  
***A picnic dinner will follow the meeting.***

**AGENDA**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, June 3, 2009**  
**Pamperin Park Dance Hall**  
**2477 Shawano Avenue**  
**Green Bay, WI 54303**  
**5:30 p.m.**

**ROLL CALL:**

Daniel Bertrand	_____	Dotty Juengst	_____
Paul Blindauer	_____	John Klasen	_____
James Botz	_____	Pat Kolarik	_____
Keith Chambers	_____	Andy Lundt	_____
William Clancy	_____	Patrick Moynihan, Jr.	_____
Norbert Dantine, Jr.	_____	Ken Pabich	_____
Ron DeGrand	_____	Mike Soletski	_____
Bernie Erickson	_____	Alan Swatloski	_____
Mike Fleck	_____	Jerry Vandersteen	_____
Steve Grenier	_____	Tim VandeWettering	_____
Mark Handeland	_____	Dave Wiese	_____
Phil Hilgenberg	_____	Vacant (C. Green Bay)	_____

1. Approval of the minutes of the May 18, 2009, special meeting of the Brown County Planning Commission Board of Directors.
2. Receive and place on file the draft minutes of the May 18, 2009, meeting of the Transportation Subcommittee.
3. Local Community Grant Application Review and Approval for the Turning Brown County Green Brownfield Grants.
4. Update regarding progress on the Environmental Impact Statement (EIS) for transportation improvements in the southern portion of the Green Bay Metropolitan Area.
5. Director's report.
6. Brown County Planning Commission staff updates on work activities during the month of May 2009.
7. Other matters.
8. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 ON THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

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### EDUCATION & RECREATION COMMITTEE

John Vander Leest, Chair  
Kathy Johnson, Vice Chair  
Adam Warpinski, Pat Wetzel, Jesse Brunette

### EDUCATION & RECREATION COMMITTEE

Thursday, June 4, 2009

Approx. 5:45 p.m.

Neville Public Museum

210 Museum Place

**\*\* Please Note Location \*\***

**Tour of "Hometown Advantage: The Packers and the Community,"  
the Museum's recently completed Packers video theater, on the 2nd floor  
of the Museum at 5:15 p.m. (Meeting to follow at approximately 5:45 p.m.)**

- I. Call meeting to order.
  - II. Approve/modify agenda.
  - III. Approve/modify minutes of May 7, 2009.
1. Review minutes of:
    - a) Library Board (3/19/09).

### Communications

2. Communication from Supervisor Knier re: Park Department to look into getting rezoning on the Fonferek Park property for the dog park (referred from May County Board).
3. Communication from Supervisor Knier re: Parks Committee to improve signage to clearly outline the Fonferek property.
4. Communication from Supervisor Vander Leest re: Request to find a more suitable location for a Dog Park in Brown County (referred from May County Board).
5. Communication from Supervisor Vander Leest re: Request to develop a parking pass program for Volunteers at Downtown Library to avoid volunteers to have to plug meters every few hours during volunteer programs for the Brown County Library (referred from May County Board).
6. Communication from Supervisor Vander Leest re: Request to require that all Park Trust Fund records be kept to show the amount in the fund for each project (referred from May County Board).

### Museum

7. Attendance & Admission April, 2009.
8. Budget Status Financial Report for April 30, 2009.
9. Director's report.

### **Parks**

10. Budget Status Financial Report for April 30, 2009.
11. Director's Report for April 2009.

### **Library**

12. Budget Status Report for April, 2009.
13. Director's Report.

### **Resch Centre/Arena/Shopko Hall**

14. April Attendance for the Brown County Veterans Memorial Complex.

### **NEW Zoo**

15. Request for Budget Transfer (#09-29): Increase in Expenditures with Offsetting Increase in Revenues: Request Restricted Donations Revenue with Offsetting increase in Restricted Travel, Conference & Training.
16. Request for Budget Transfer (#09-30): Increase in Expenditures with Offsetting Increase in Revenues: Request Restricted Donations Revenue with offsetting increase in Restricted Special Even Expense.
17. Request for Budget Transfer (#09-31): Increase in Expenditures with Offsetting Increase in Revenue: Request Restricted Donations Revenue with offsetting increase in Restricted Supplies & Expense.
18. Zoo Monthly Activity Report.
  - a) Visitor Center Operation Reports:
    - i. Admissions Revenue Attendance 2008 Report.
    - ii. Gift Shop Concessions Revenue 2009 Report.
  - b) Curator's Report - Animal Collection Report May, 2009.
  - c) Education & Volunteer Programs Report May, 2009.
19. Budget Status Financial Report for April 30, 2009.
20. Request for a waiver of the contract fee and \$5.00 admission fee for "Feast with the Beasts" from the N.E.W. Zoological Society, Inc. on August 3, 2009.

### **Golf Course**

21. Budget Status Financial Report for April 30, 2009.
22. Financial Statistics – May 17, 2009.
23. Request for Budget Transfer (#09-32): Interdepartmental Transfer (including contingency or general fun transfers): Transfer funds from Land Conservation to Golf Course to reimburse for cost shared expenditures to reinforce the stream on hole #9 paid by 70/30 split between the Golf Course and Land Conservation.
24. Superintendent's Report.

### **Other**

25. Audit of bills.
26. Such other matters as authorized by law.

John Vander Leest, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

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## JUNE 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Public Safety 5pm	Ed & Rec Approx 5:45pm (tour 5:15pm)		
	1	2	3	4	5	6
	Executive Cmte 6pm	Vets' Recognition 5:15pm				
7	8	9	10	11	12	13
<b>Flag Day</b> 		Homeless 3:30pm	EMS 1:30pm Board of Supervisors 7pm	Facility Master Plan SubCmte 5:15pm		
14	15	16	17	18	19	20
<b>Father's Day</b> 	Land Con 7pm Plan Develop & Trans 7:30pm	Criminal Justice Coord Bd 3:30pm	Human Svc Cmte 6pm	Administration Cmte 5:30pm		
21	22	23	24	25	26	27
28	29	30				



## JULY 2009



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Public Safety 5pm	Ed & Rec 5:30pm		 <b>4th of July</b>
			1	2	3	4
	Executive Cmte 6pm					
5	6	7	8	9	10	11
		Vets' Recognition 5:15pm	EMS 1:30pm Board of Supervisors 7pm	Facility Master Plan SubCmte 5:15pm		
12	13	14	15	16	17	18
		Homeless 3:30pm	Human Svc Cmte 6pm	Administration Cmte 5:30pm		
19	20	21	22	23	24	25
	Land Con 7pm Plan Develop & Trans 7:30pm	Criminal Justice Coord Bd 3:30pm				
26	27	28	29	30	31	



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### **COMMITTEE MINUTES**

- **Emergency Medical Services Council (May 20, 2009)**
- **Housing Authority (May 18, 2009)**
- **Human Services Board (May 21, 2009)**

**A copy of the minutes are located on the Brown County website under  
[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)**

**PROCEEDINGS OF THE BROWN COUNTY  
EMERGENCY MEDICAL SERVICES COUNCIL**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Emergency Medical Services Council** was held on Wednesday, May 20, 2009, at the Village of Ashwaubenon Board Room – 2155 Holmgren Way, Green Bay, Wisconsin.

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**Present:**       **Voting Members:** Carole Andrews, Robert Kiser, Cal Lintz, Larry Ullmer, Kris Vervaeren.

**Excused:**       Dan Gunn, Tom Madigan, Terry Timmerman, Mark Wallace.

**Present:**       **Non-Voting Members:** Paul Casey, Jennifer Gerdmann, Ken Johnson, Eric Peterson, Chris Sorrells.

**Excused:**       Al Klimek, Joy Nevelle, Jim Nickel, Tom Pannke, Bonnie Parrot, Cullen Peltier, Dawn Wolfcale, Jocko Zifferblatt.

**Also Present:** Shelly Nackers, Other Interested Parties.

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**1.     Call Meeting to Order:**

The meeting was called to order by President Kris Vervaeren at 1:34 p.m.

**2.     Approve/Modify Agenda:**

**Motion made by Andrews and seconded by Kiser to approve.**

**MOTION APPROVED UNANIMOUSLY.**

**3.     Approve/Modify Minutes of March 18, 2009:**

Vervaeren stated that due of technical difficulties with the recording equipment, there are no minutes to approve.

Vervaeren requested a moment of silence for Adam VanRite, a DePere firefighter who died of cancer at the age of 32.

**4.     Membership Review – NEW and Consumer:**

Vervaeren announced that there is one person interested in the Consumer spot that is currently open: Sara Woffard (Mueller) has been a nurse at St. Vincent's Hospital since 2002; has worked in the Emergency Room since 2003; is the current Chairperson of the Unit Based Practice Council in the E.R.; and also works casual status at St. Mary's Hospital.

Vervaeren stated that since Woffard (Mueller) would be a voting member

that is affiliated with a hospital group and no other hospitals have voting members on this Council, he wanted input from the other members. He said he spoke with Dr. Stroman concerning this and was told that Dr. Stroman "did not have a problem with it." Vervaeren stated that in the past the Consumer position was filled by a "lay person" who used the EMS service as a patient; however, Vervaeren felt that it could be advantageous to have someone in this position who has a medical background. There was no objection expressed.

**Motion made by Lintz and seconded by Kiser to recommend to the Brown County Executive that Sara Woffard (Mueller) be appointed to the vacant Consumer position on the EMS Council. MOTION APPROVED UNANIMOUSLY.**

Vervaeren announced that Terry Timmerman has been accepted for membership by the County Board to serve for NEW Paramedic Service in Pulaski, WI.

**5. MARK I Kits – Review:**

Ken Johnson, Medical Director, stated that the State will no longer fund or supply these any longer. Johnson advised those present to discard all kits to rid EMS agencies of the liability, the cost of maintenance, and the cost of training

**6. H1N1 Preparedness:**

Johnson stated that in his opinion this issue had been exaggerated by the media; however, it provided a good opportunity for a disaster exercise. Johnson further stated that there is the potential to see the virus again in the autumn.

Johnson asked those present what was experienced during this time. Although not everyone experienced a shortage in supplies, there was the concern that this would have occurred had there been more patients. Johnson reported that according to CDC (Center for Disease Control) a regular mask can be put over an N95 mask. With each encounter the regular mask can be discarded, but the N95 mask can be put into a bag labeled with the wearer's name to be re-used until the N95 mask is visibly soiled or moist. This could reduce the number of N95 masks needed per paramedic to one per shift instead of one per call, and could be a way to stretch supplies if there were a true pandemic. A concern expressed was the availability of N95's.

Jennifer Gerdman, St. Vincent's Hospital/St. Mary's Hospital, stated that manufacturers will not allow institutions to place orders larger than 10

percent of what is normally ordered; therefore, in order to obtain sufficient supply on hand, several orders might have to be placed. She further stated that there had already been a price increase by the manufacturers.

Johnson referred to the attached handout from Shelly Nackers, Communications Manager for the Brown County Public Safety Communications Department, concerning post dispatch instructions depending upon when the County would go into a reduced-limited dispatch status or quarantine-no dispatch status. Johnson stated that he did approve that the protocol be placed in the Communications Center; however, it would not be activated until the change in status decision would be made.

Nackers stated that the Medical Director for the County would have to declare Brown County in pandemic status before the Communications Center could implement this protocol. She further stated that once this is declared, the questions on the protocol will be asked on every incoming telephone call; therefore, this will create a dispatch delay, because there is more information to gather.

Cal Lintz, NWTC EMS Coordinator, stated that it was helpful to learn who the authorities are that initiate this process; because he personally received 6 or 7 e-mails with different authorities. Nackers stated that all protocols are reviewed with Johnson before implementation.

When questioned, Johnson stated that although he would not declare pandemic status, he would make the decision as to whether or not the protocols would be implemented. Johnson said that in order to make that decision, he would want to learn from dispatch, from the units, and from others: the volumes; the accessibility of resources; the identity and the availability of a Flu Care Specialist; and the possibility of alternate sites within Brown County to transport flu patients. Johnson further stated that he would expect to be notified in the event that medical centers were being inundated by flu cases.

Vervaeren questioned the staffing levels of paramedics and vehicles during a pandemic. Johnson stated that he would probably say it is worth putting into the Operational Plan that there would be one paramedic (instead of the usual two) on a truck. He felt that if it were a choice between sending a unit with one paramedic or not sending a unit at all, it would be better to send a unit with one paramedic.

Vervaeren questioned whether or not it would be advisable to stockpile doses of TAMIFLU. Gerdman stated that there is a national stockpile designated for each EMS that can be requested. Cullen Peltier, Brown County Emergency Management Director, should have information

regarding contacts and procedures for requesting from this national stockpile.

Larry Ullmer stated that County Rescue has a stockpile of TAMIFLU in order "to keep the operational infrastructure going." Ullmer stated that there had been conversation regarding changing the staff schedules to 6 hour shifts and mentioned that Station 3 has an infirmary established.

**7. Bellin Run:**

Paul Casey, Bellin ED, reported that Bellin has been working in conjunction with Green Bay Fire and Allouez Fire and an extensive volunteer network. There is a main first aid tent at the finish line; two ice tanks at the finish line; water stations throughout the course; and several smaller first aid tents. The access to the hospitals should be the same as last year: To St. Vincent's using Porlier instead of Webster and To Bellin from Van Buren through the alley separating St. Vincent's and Bellin. Casey will have the person responsible for organizing the Bellin Run (scheduled for June 13, 2009) relay the hours that the roads will be shut down and how to access the hospitals during that time. This information should be provided for fire, EMS, police, and dispatch, as well as the media.

**8. ProQA Subcommittee Report:**

Nackers reported that the latest ProQA Software was implemented and is running successfully. The pandemic flu protocol was included, as well as slight revisions of additional protocols concerning high risk pregnancies, falls, death protocols, and stroke time window. Nackers indicated that each individual agency will determine its method of response, and protocols always err on the side of caution or higher response.

**9. Medical Director's Report:**

Johnson stated that there was a Brown County EMS chart review mostly on STEMI'S that was well attended. He stated that he received positive feedback on that. Johnson did not see any problems with the STEMI protocol with the State since none of the revisions were medically related.

Johnson stated that he still needed to complete the RSI protocol.

When asked whether the videoconferencing with satellite stations for the chart review worked, Johnson reported that it did not. He said apparently "they could hear us, but we could not hear or see them." Johnson stated that he has contacted Pepper Burruss, head trainer for the Green Bay Packers, to give information for the next one on sports injuries.

**10. Training and Standards Work Group:**

Johnson stated that it has not met and will be set up again for either June or August. Johnson will send an e-mail this week.

**11. Statewide Committees and Task Force – Reports:**

Johnson stated that he and Eric Peterson, Aurora Baycare, were at a state meeting yesterday concerning STEMI's. Johnson stated that from this meeting he thinks "we are ahead of the region" from what he was hearing; however, an area for potential improvement is to re-look at the possibility of pre-hospital EKG transmission in the outlying areas, such as Algoma, Kewaunee, Mountain, etc.

Peterson mentioned a hospital and EMS standardized feedback of QA system. Johnson suggested that this might be good for the next Training and Standards.

Peterson said that he understood that the future direction appeared to be an all-encompass accreditation to take over the CPC and make one big trauma system.

Lintz reported that WI administrative rule HFS 110, 11, 12, and 13 were being consolidated to HFS 110--to one rule. He stated that there were several town hall meetings and that the feedback was positive. June 2 will be the Board's final review of the proposed legislation. Lintz stated that the big issue of concern was that there would be EMS licensure fees for volunteer EMS providers.

A decision was made that multiple licenses for every service you work for would no longer be required. In the legislation there is only one license that would need to be maintained, and it is up to the individual to renew his/her own license.

Peterson reported that the RTAC (Regional Trauma Advisory Council) will be distributing approximately 20 laptops to volunteer squads in the region. The first RTAC meeting this year will be June 17, 2009.

Gerdmann reported that all State meetings are on June 3, 2009, and the Coordinator Meeting will be on June 2, 2009.

**12. Other Business:**

Nackers reported that the Communication Center building project is continuing and that AT&T is getting the 911 trunks installed. The move

will be scheduled in two parts: (1) the phone system; and (2) the radio system. Each part would require approximately 8-10 hours' downtime. Nackers also stated that the 800 mhz voice rebanding impact is scheduled for next week.

Robert Kiser, DePere Fire Rescue, reported that Captain Mitch Scray has retired and has been replaced by Captain Kurt Weyers. Weyers will be replacing Todd Hendricks on the Training and Standards Committee

Kiser also provided funeral information for Adam VanRite.

**13. Public Comments and Such Other Matters as Authorized by Law:**

None.

**14. Next Meeting – Wednesday, August 19, 2009 – 1:30 p.m.  
Ashwaubenon Village Hall.**

**13. Adjourn:**

**Motion made by Kiser and seconded by Andrews to adjourn at 2:41 p.m. MOTION APPROVED UNANIMOUSLY.**

Respectfully submitted,

Lisa Alexander  
Recording Secretary



# 36 PANDEMIC FLU (OFFICIALLY ANNOUNCED)

## KEY QUESTIONS

- Is s/he **completely alert** (responding appropriately)?
- (Difficulty breathing) Describe to me what her/his breathing is like.
  - (INEFFECTIVE) Did s/he have **any flu symptoms** prior to this?
 

Yes \_\_\_\_\_
 

36-D-1

 No \_\_\_\_\_
 

6
- Is s/he changing color?
  - (Yes) Describe the color change.
 

Does s/he have a fever (hot to touch in room temperature)?
 

\* per Rule 2

 Is s/he coughing?
 Does s/he have a sore throat?
 Does s/he have body aches?
 Does s/he have a runny or stuffy nose?
 Does s/he have diarrhea or vomiting?
 Is s/he having chills or sweats?
 Does s/he have a headache?
 a. (Yes & no other flu symptoms) Was there a sudden onset of severe pain?

Yes \_\_\_\_\_  
 No flu symptoms in KQ 4-11 \_\_\_\_\_  
 18 CC

## POSTED DISPATCH INSTRUCTIONS

- (If regular dispatch) I'm sending the **paramedics** (ambulance) to help you now. **Stay on the line** and I'll tell you **exactly** what to do next.
- (If reduced/limited dispatch) I'm **arranging care** for you now. An ambulance (or Care Van) will come to check you **when they are available**. This might take (several hours).
- (If quarantine and no dispatch) Because of the extent of the flu epidemic, an ambulance **cannot be sent** to you. I will **connect** you to a flu care specialist who will advise you on what to do.
- (Patient medication requested and Alert) Remind her/him to do what her/his doctor has instructed for these situations.
- (≥ 1 + DELTA) If there is a **defibrillator** (AED) available, send someone to get it **now** in case we need it later.

DLS \* Link to X-1 unless:

INEFFECTIVE BREATHING and Not alert — ABC-1

LEVELS	#	DETERMINANT DESCRIPTORS	→ A B C	CODES	LEVEL 1 (A)	LEVEL 2 (B)	LEVEL 3 (C)
<b>D</b>	1	INEFFECTIVE BREATHING with flu symptoms		36-D-1			
	2	Not alert with flu symptoms		36-D-2			
	3	DIFFICULTY SPEAKING BETWEEN BREATHS with flu symptoms		36-D-3			
	4	CHANGING COLOR with flu symptoms		36-D-4			
<b>C</b>	1	Chest pain ≥ 35 with single flu symptom		36-C-1			
	2	Abnormal breathing with single flu symptom		36-C-2			
<b>A</b>	1	Chest pain ≥ 35 with multiple flu symptoms		36-A-1			
	2	Chest pain < 35 with single flu symptom		36-A-2			
	3	Abnormal breathing with multiple flu symptoms		36-A-3			
<b>Ω</b>	1	Flu symptoms only (cough, fever, chills or sweats, sore throat, diarrhea, body aches, headache, etc.)		36-Ω-1			
	2	Chest pain < 35 with multiple flu symptoms		36-Ω-2			

Severe Respiratory Infection (Swine Flu) Symptom

X Cancel Info Completed

Listen carefully and tell me if s/he has any of the following symptoms

- ☐ difficulty breathing or shortness of breath
- ☐ persistent cough
- ☐ measured body temperature > 100° F (38° C)
- ☐ chills
- ☐ unusual sweats
- ☐ hot to the touch in room temperature
- ☐ body aches
- ☐ sore throat
- ☐ nasal congestion (blocked nose)
- ☐ runny nose
- ☐ contact with someone with the flu (or flu-like symptoms)
- ☐ traveled recently (if so, where?)

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<p><b>→ Pandemic Flu Level Suffixes</b></p> <p>Locally announced Pandemic Flu level designations may affect your agency's <b>response assignment</b>. These suffixes allow for <b>locally</b> designated, potentially <b>different</b> levels of pandemic patient <b>triage</b>:</p> <p><b>A</b> = Level 1 (low)  <b>B</b> = Level 2 (moderate)  <b>C</b> = Level 3 (high)</p>	<p><b>CHANGING COLOR</b></p> <p>Changing colors of clinical significance include:</p> <ul style="list-style-type: none"> <li>• Ashen/Gray</li> <li>• Blue/Cyanotic/Purple</li> <li>• Mottled</li> </ul> <p>(Pale, pink, and red are not colors of clinical significance in the dispatch environment and will not, alone, change the dispatch priority. Callers failing to initially identify a listed color should not be coached by asking unlisted clarifiers such as "Well, is s/he gray?")</p>	<p>asked again. More than one flu symptom creates a <b>higher likelihood</b> that the Chief Complaint is actually the flu.</p> <p>3. If <b>initial information</b> identifies the Chief Complaint as <b>Breathing Problems</b> (6), <b>Chest Pain</b> (10), <b>Headache</b> (18), or <b>Sick Person</b> (26), and other flu symptoms are <b>not identified</b>, return to the <b>original Chief Complaint</b> and <b>complete the call</b>.</p> <p>4. If the patient had a <b>fever</b> but took aspirin, acetaminophen (Tylenol), or ibuprofen (Motrin), <b>and the fever is now gone</b>, "yes". answer the fever Key Question as "yes".</p>
<p><b>INEFFECTIVE BREATHING</b></p> <p>The following, when volunteered at any point during Case Entry/code as ECHO on 2-6-9 11-15-31):</p> <ul style="list-style-type: none"> <li>• "Barely breathing"</li> <li>• "Can't breathe at all"</li> <li>• "Fighting for air"</li> <li>• "Gasping for air" (AGONAL BREATHING)</li> <li>• "Just a little" (AGONAL BREATHING)</li> <li>• "Making funny noises" (AGONAL BREATHING)</li> <li>• "Not breathing"</li> <li>• "Turning blue or purple"</li> </ul>	<p><b>Epidemic</b></p> <p>A sudden outbreak of a disease or an <b>unusually large number</b> of disease cases in a <b>single community or relatively small area</b>. Disease may spread from person to person and/or through the exposure of many persons to a single source, such as a water supply.</p> <p><b>Pandemic</b></p> <p>An epidemic that becomes <b>widespread</b>, affecting an <b>entire region, continent, or the world</b>.</p> <p><b>Rules</b></p> <p>1. Once a pandemic is officially announced, use <b>Protocol 36</b> for the medical Chief Complaints of <b>breathing problems, chest pain, headache, and sickness</b>. Do not go to Protocols 6, 10, 18, or 26 unless Protocol 36 directs you there.</p> <p>2. Once <b>two flu symptoms</b> in Key Questions 4-11 have been identified, choose the appropriate <b>Determinant Code, skipping the rest</b> of the questions. If <b>positive flu symptoms</b> were mentioned in <b>Case Entry</b>, these Key Questions do not have to be</p>	<p><b>Axioms</b></p> <p>1. It is predicted that a pandemic will cause an <b>increase</b> in the number of <b>severe breathing problems</b> reported (more 6-D-1 cases) <b>unless Protocol 36 triage is implemented</b>.</p> <p>2. When contracted from a <b>bird, avian influenza A (H5N1)</b> has a <b>60% mortality rate</b>.</p> <p>3. <b>Human-to-human</b> transmission of the avian influenza virus is currently <b>very rare</b>.</p> <p><b>Flu Symptoms</b> may be updated as more is known about specific symptoms at the time of an outbreak.</p> <p>Common symptoms of the current Pandemic Flu illness based on the latest information from government health agencies:</p> <ul style="list-style-type: none"> <li>• Body aches</li> <li>• Chest pain</li> <li>• Chills or sweats</li> <li>• Cough</li> <li>• Diarrhea</li> <li>• Difficulty breathing</li> <li>• Fever (&gt;100° F/38° C)</li> <li>• Headache</li> <li>• Runny/stuffy nose</li> <li>• Sore throat</li> <li>• Vomiting</li> </ul>
<p><b>DIFFICULTY SPEAKING BETWEEN BREATHS</b></p> <p>Can also be described as:</p> <ul style="list-style-type: none"> <li>• Unable to <b>complete a full sentence</b> without taking a breath</li> <li>• Only able to <b>speak a few words</b> without taking a breath</li> <li>• Breathing attempts that <b>severely hinder</b> crying in infants and small children</li> </ul>		



# Parterrie Flu and Protocol 36

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**MINUTES**  
**BROWN COUNTY HOUSING AUTHORITY**  
**Monday, May 18, 2009**  
**City Hall**  
**100 N. Jefferson Street, Room 604**  
**Green Bay, WI 54301**  
**3:00 p.m.**

**MEMBERS PRESENT:** Darlene Hallet- Chair, Tom Diedrick, Paul Kendle.

**MEMBERS EXCUSED:** Michael Welch- Vice Chair, Rich Aicher.

**OTHERS PRESENT:** Nikki Aderholdt, Anne May Steffel, Rob Strong, Greg Geiser, Chip Law, Noe Halverson.

**APPROVAL OF MINUTES:**

1. Approval of the minutes from the April 20, 2009, meeting of the Brown County Housing Authority.

A motion was made by P. Kendle, seconded by T. Diedrick, to approve the minutes as presented. Motion carried.

**ELECTION OF OFFICERS:**

R. Strong stated that an individual is appointed for two consecutive terms, and that is the policy the Housing Authority has been following.

A motion was made by P. Kendle, seconded by T. Diedrick, to nominate D. Hallet to her second term as Brown County Housing Authority Chair Person. Motion was carried.

A motion was made by T. Diedrick, seconded by P. Kendle, to nominate M. Welch to his second term as Brown County Housing Authority Vice- Chair Person. Motion carried.

**COMMUNICATIONS:**

2. Letter from U.S. Department of Housing and Urban Development dated May 05, 2009, notifying the BCHA that it's final SEMAP score is 100% for fiscal year ending 12/31/2008.

R. Strong stated that ICS has been expecting that this year's SEMAP score would be high performance, and the BCHA has received notification that it is indeed a high performer once again. Congratulations were expressed to the attending members of ICS.

The letter was received and placed on file.

3. Letter from U.S. Department of Housing and Urban Development dated May 08, 2009, notifying the BCHA that it's Annual Plan for the PHA fiscal year beginning January 01, 2009, is approved.

R. Strong stated that this year's Annual Plan was submitted about a month or so ago, and this letter is just indicating that HUD has received it. The Plan has been approved for 2009.

The letter was received and placed on file.

#### REPORTS:

4. Report on Housing Choice Voucher Rental Assistance Program.

##### A. Preliminary Applications

G. Geiser stated last month's applications were up due to a demand for the program and knowledge on how to fully complete the application. The number of applications is still up, with 176 applications for the month of April.

##### B. Housing Assistance Payments

G. Geiser stated HAP is down again as it was last month. Housing system payments don't always go out in the month they are intended for. The other difference is not yet determinable as far as the decrease in April's housing assistance payments. G. Geiser stated that he will continue to look into this to try and determine what the cause may be.

##### C. Housing Assistance Unit Count

G. Geiser stated the unit count has seen a decrease in the month of April. Last month, after the backfilling, there were 2,887 units. For the month of May, it can be expected that the unit count will be in the same range.

##### D. Housing Quality Standard Inspection Compliance

C. Law indicated that the fail percentage indicated on the report for the month of April was incorrect. The report states 25.70, but it should be 25.98.

C. Law stated that the inspectors try to compare the data from the previous 11 months. They shoot for 11 months, primarily in case of "no-shows". Therefore, the best month to compare this month's data to would be May of 2008, which is 11 months ago. In May of 2008, the pass percentage was 42 percent, 28 percent on the re-evaluation, and a 30 percent fail rating. C. Law stated that ICS has seen progress since last May, with a 48 percent pass rate, a 25 percent re-evaluation, and a 25 percent fail rating.

E. Housing Choice Voucher Administrative Costs and HUD 52681B

C. Law stated that ICS is \$8,665 under-budget to date. As much as it is hoped that it will stay under-budget, the likelihood of that happening is not likely.

F. SEMAP Monitoring Report

Reference item number 2 on the agenda under communications.

G. Report of the Housing Choice Voucher Family Self-Sufficiency Program

C. Law stated that there are 103 FSS clients. There were two graduates in the month of April.

H. Report on the Housing Choice Voucher Home Ownership Option

C. Law stated that there were 97 homeowners in the month of April. There were three new contracts opened in April.

5. Report on Langan Investigations Criminal Background Screening and Fraud Investigations.

G. Geiser stated that there were 15 investigations opened in April, of which five were closed as substantiated and 10 remain open. Of the investigations for the month of March that were carried over, four investigations were closed as substantiated, 1 was closed as unable to substantiate, and five remain open. Of the February investigations that were carried over, two were closed as substantiated, three were closed as unable to substantiate, and one remains open. Three January investigations carried over, of which one was closed as substantiated and two remain open pending drug investigations. G. Geiser stated that there is still one investigation that carried over from November of 2008, which is still open pending a drug investigation.

G. Geiser stated that there were eight new add-to-household applications processed in April, of which three were approved, two were denied, and three are approved pending other records checks. One of the add-to-household background checks resulted in an investigation for unreported household members, and was substantiated as such.

G. Geiser shared a specific investigative story that was provided by Langan Investigations with the Board members. G. Geiser stated that landlord activities have been a common discussion between ICS and Langan Investigations, and solutions to the problem are currently being researched.

N. Aderholdt handed out a spreadsheet that illustrated the history of fraud investigations, new applications, and add-to-household applications conducted by Langan Investigations.

6. Review of 2009 Renewal Funding for Housing Choice Voucher Program.

A. May Steffel stated the calculations for Housing Choice Voucher have been announced in two different stages. The calculations predict that the BCHA will be allocated \$12.8 million for the program. Proration factors predict that HUD will provide approximately \$12.7 million, and \$1 million will need to be provided for out of BCHA reserves.

G. Geiser questioned whether there is a HUD recommendation as far as how much money should be maintained in the reserve account. A. May Steffel indicated that the amount varies every year, and it greatly depends on what the total amount allocated is versus what the BCHA has.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

7. Adoption of Administrative Plan Amendment Chapter 16, Page 16, extending the Hearing Officer's Response time to 20 days.

G. Geiser stated that the proposed change is intended to match ICS' policy with practice. Currently, most hearing results are delivered within the current 10-day standard and would continue to be under the new policy. The aim is to have the policy allow time for the hearing officer to request or seek new information to decide the case, as the Administrative Plan allows.

A motion was made by P. Kendle, seconded by T. Diedrick, to approve the amendment to Chapter 16, page 16, extending the Hearing Officer's response time to 20 days. Motion carried.

8. Adoption of Administrative Plan Amendment creating Chapter 17, Project Based Policy/Procedures (replacing scattered references in the existing plan).

G. Geiser stated that this administrative plan amendment sets up a separate chapter to deal with project-based units. In previous versions of the administrative plan, this language was scattered throughout. The adoption of this separate chapter does not substantially change the procedure of how ICS deals with the project-based units.

G. Geiser stated that the other major change in this chapter allows for greater flexibility in rent amounts for project-based owners through a higher ceiling for gross rent.



A motion was made by T. Diedrick, seconded by P. Kendle, to approve the amendment to Chapter 17, project-based policy and procedure, replacing scattered site references in the existing plan. Motion carried.

9. Review and approval of proposed Utility Allowance for Housing Choice Voucher Program, effective July 01, 2009.

G. Geiser stated that the 2009 calculations have been sought strictly from HUD, which utilizes coefficients that go in front of variables and reflect each bedroom size and unit type very nicely.

A motion was made by P. Kendle, seconded by T. Diedrick, to approve the proposed utility allowances, effective July 01, 2009. Motion carried.

10. Closed session pursuant to Wis. Stats. Sec. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

A roll call recognized a unanimous vote to close the meeting while considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. The meeting was temporarily closed.

A motion was made by P. Kendle, seconded by T. Diedrick, to re-open the meeting to discuss the remaining agenda. Motion carried.

#### **BILLS:**

A motion was made by T. Diedrick, seconded by P. Kendle, to approve the bills. Motion carried.

#### **FINANCIAL REPORT:**

R. Strong stated that the BCHA has a lot of money that needs to be put to work. R. Strong indicated that he received a phone call from an individual in Brown County Planning that is looking to help the Village of Denmark rehabilitate property. The individual was invited to propose this project to the Authority.

#### **STAFF REPORT:**

R. Strong stated that N. Aderholdt will be continuing her internship with the Brown County Housing Authority through the summer months. Her hours will be increased to 30 hours per week for the next few months, funded under the BCHA. R. Strong indicated that the funding for the remaining 10 hours will be sought from the GBHA.

R. Strong indicated that Supervisor Nicholson has requested a HUD letter recognizing that Housing Choice Vouchers cannot be returned upon lack of use. The Housing Authority has explained this to the Brown County Administrative Committee once before, and will be attending the meeting again next week in an attempt to clarify this situation.

A motion was made by T. Diedrick, seconded by P. Kendle, to adjourn. Motion carried. The meeting adjourned at 4:15 p.m.

:naa

## **PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD**

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, May 21, 2009 in Board Room A of the Sophie Beaumont Building, 111 North Jefferson Street,, Green Bay, Wisconsin

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**Present:** Barb Bauer, Paula Geishirt, Rich Langan, Tom Lund, Dottie Schoenleber, Maria Zehren  
**Excused:** JoAnn Grashberger, Helen Smits, Andy Williams  
**Also Present:** Tom Eggebrecht  
Other Interested Parties

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1. **Call Meeting to Order:**  
The meeting was called to order by Chairman Tom Lund at 5:16 p.m.
2. **Approve/Modify Agenda:**  
  
**Motion made by P. Geishirt and seconded by D. Schoenleber to approve the agenda as written. MOTION CARRIED UNANIMOUSLY**
3. **Approve Minutes of April 16, 2009 Human Services Board Meeting:**  
  
**Motion made by B. Bauer and seconded by R. Langan to approve the 4/16/09 minutes as written. MOTION CARRIED UNANIMOUSLY**
4. **PUBLIC HEARING 2010 DEPARTMENT BUDGET:**  
The following persons addressed the Board regarding the 2010 Department Budget:  
  
**John Bloor – President of NEW Curative, Green Bay**  
Mr. Bloor thanked the Board for their support of Human Service programs over the years. Realizing this will be a tough budget year, he, however, asked for funding consideration explaining that service numbers are increasing in the Alzheimer's Day Care and Adult Day Care Programs.  
  
**Mike Duschene – Aspiro, 1673 Dousman Street, Green Bay**  
Mr. Duschene also thanked the Board for their past support. He stated that without Brown County funding, programs at Aspiro would not exist. In addition to several examples of successful outcomes, Duschene stated that Aspiro received the Ethics in Business Award from the American Foundation of Counseling Services. Also recognizing the challenges in the 2010 budget, Duschene urged funding to be maintained for children, elderly, disabled, and those in poverty.

**Sara Allen – Homes for Independent Living -1249 Russett Court, Green Bay**

Ms. Allen explained that HIL began working with Brown County Human Services approximately nine years ago. Today support is provided to 48 BC residents in 15 homes. Ms. Allen asked that funding be maintained in 2010, stating that the support is commendable and truly appreciated

**Catholic Charities – 1825 Riverside Drive, Green Bay**

Representative of Catholic Charities explained that she is the Case Manager of the Teen Parent Program. Brown County funding has been used to serve approximately 100 teen parents in the last year. She also asked for continued support.

**Mary Flynn – Lutheran Social Services, Green Bay**

Ms. Flynn explained that funding from Brown County is used to improve quality of life for people with developmental disabilities and mental illness. She stated the agency is aware of budget concerns and decisions that will need to be made, stating they are trying to do more with less.

**PUBLIC HEARING CLOSED**

**5. NEW Family Care Plan:**

Tom Eggebrecht explained the concept of the Family Care Plan explaining that to participate in the program, the State requires a regional approach, not a county approach as in the current system. Other areas of Wisconsin are either in multi-county Long Term Care Districts as is being proposed, or they are in multi-county groupings served by private entities. Northeast Wisconsin is the last large area to be brought into Family Care. The District will include the counties of Door, Kewaunee, Marinette, Menominee, Oconto, and Shawano. Although Brown County has the largest population, all have asked for equal representation on the District Board.

Under state guidelines, the state will gradually "buy down" all counties' levy and state aid over five years, resulting in the program having transferred 22% of each county's basic community allocation. At the end of this period, the District will administer the Family Care program with state and federal dollars provided, not county levy. The District will have financial obligation for operations. Each county in the District will lose 100% direct control of long term support programs, county responsibility lines will end, and District responsibility will form. The focus of the District Board will be to assure solvency of operations, an adequate provider network, quality of care, and consumer satisfaction.

To be a part of the District is a choice for Brown County, although the Executive and the Human Services Committee have indicated a desire to participate. If they should decide not to participate, Eggebrecht indicated that the state would most likely contract with a private "partnership agency" to administer the Family Care and Brown County would lose input into how the program is administered. Programs will continue to exist for child welfare, juvenile justice, mental health services, economic support, with long term care going to the new Family Care program. County departments can either employ their own personnel or can contract for personnel. A proposal to make the current case management staff

available for purchase under contract is recommended, as opposed to eliminating jobs.

Eggebrecht informed the Board that the model that has been presented includes an opportunity to receive a planning grant of approximately \$400,000 from the State of Wisconsin before the end of May. There is money remaining in the current state biennium to help move the concept of Family Care into reality for this region. This grant would allow for the hiring of District administrative staff to perform specific family care development for the region. This would include a District Administrator and a Chief Financial Officer at minimum, with the balance of the grant going toward consultant fees and other development costs.

Rich Langan pointed out that Family Care is going to come to Brown County no matter who runs it. Forming a District gives Brown County an opportunity to assure good service for everyone and qualified personnel to run it.

A lengthy discussion by Board members regarding representation on the District Board and the Family Care Program resulted in a suggestion by Chairman Lund that it be brought before the Human Services Committee for their input and authorization to forward to the County Board.

**Motion made by R. Langan and seconded by P. Geishirt to support and move forward with the concept of a long term Family Care District.**  
**MOTION APPROVED UNANIMOUSLY**

**6. Financial Report:**

Tom Eggebrecht reported that community programs through the first three months of the year are on target, with the Mental Health Center approximately \$700,000 over budget. He attributes this to a drop in out-of-county referrals and lower patient days. Mary Johnson has been appointed as Interim Director and Eggebrecht plans to meet with her and other staff to address staffing concerns and options.

Psychiatric recruitment continues. Dr. Mannen has agreed to stay, however, has requested backup support.

**7. Bellin Hospital Statistical Update:**

A report from Linda Roethle of Bellin Psychiatric Center indicates there were no transfers or involuntary adolescents sent to other institutions, nor were there any admissions refused during the last reporting period.

**8. Mental Health Center Statistical Update:**

Statistics in packet material were reviewed. Year-to-date 2009 there have been 593 admissions, with 630 as of this date in '08. Reasons for this decline include state promotion of crisis prevention, hospitalization diversion, provision of technical assistance, and training to counties, with the focus to keep people out of hospitals.

**9. Contract Update:**

Reports were reviewed and accepted as presented.

10. **Director's Report:**  
- **WCHSA Minutes**

Eggebrecht announced the following:

- July Human Services Board meeting will be budget review (7-16-09)
- May is Foster Care month.
- Construction of the new mental health facility is on track for completion this fall.

11. **Any Other Matters:**  
Paula Geishirt expressed frustration with attendance at the monthly Board meetings and reminder calls were suggested. Members were urged to contact the office if not attending.

12. **Adjourn Business Meeting:**

**Motion made by P. Geishirt and seconded by M. Zehren to adjourn at 7:00 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Rae G. Knippel  
Recording Secretary